



## EXECUTIVE BOARD Meeting Agenda

**Monday, June 13, 2011**  
**IRMA Office**  
**1:30 p.m.**

### I. CALL TO ORDER

- Roll Call

### II. APPROVAL OF MINUTES

- ✓ A. Meeting Minutes of March 9, 2011 (pg. 1)
- B. Reports for information only, found in the Member Section of the IRMA website – [www.irmarisk.org](http://www.irmarisk.org)
  - IRMA Financial Statements as of April 30, 2011
  - IRMA Investment Portfolio as of April 30, 2011
  - IRMA Payables for the Period 1/28/11 – 5/26/11
  - 1<sup>st</sup> Quarter Investment Performance Report
  - Membership Recruitment Report – April 2011
  - Claims Operational Report as of April 30, 2011
  - Summary Loss Report as of April 30, 2011
  - Risk Management Services Report – March 2011
  - Quarterly Member Participation Report – 1<sup>st</sup> Quarter 2011

### III. CHAIR'S REPORT – MALINOWSKI

- Procedures for Calling for Votes (pg. 7)

### IV. COMMITTEE REPORTS

#### A. MEMBERSHIP RELATIONS COMMITTEE – COREN

- ✓ 1. 2011 Claims to Contribution/Watchlist Report (pg. 9)
- ✓ 2. Revised Watchlist Policy – Withdrawal Criteria (pg. 22)
- ✓ 3. Early Withdrawal – Payments & Refunds (pg. 27)
- ✓ 4. Review Revised Membership Participation Guidelines (pg. 33)
- 5. Legislative Update (Discussion)

#### B. TRAINING & EDUCATION COMMITTEE – PETERSON

- 1. Announcement of Annual Risk Management & Safety Initiative Program Awards (pg. 37)

#### C. COVERAGE, CLAIMS & LITIGATION COMMITTEE – GARGANO

Committee did not hold a meeting this quarter.

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- ✓ Voice Vote
  - ✓✓ Roll Call Vote – Majority of Membership
  - ✓✓✓ Bylaw Vote – 2/3 of Membership

**D. ADMINISTRATION & FINANCE COMMITTEE – WACHTEL**

- ✓ 1. Titan Risk Management Consulting Agreement (pg. 38)
- ✓ 2. Minimum Members' Deductible (pg. 48)
- ✓ 3. Actuarial Report – 12/31/10 (pg. 54)
- ✓ 4. 2010 Audited Financial Report (to be distributed at meeting)

**V. EXECUTIVE DIRECTOR/STAFF REPORT**

- 1. Strategic Planning (Discussion)
- 2. Member Claim Reviews/Meetings (Discussion)

**VI. ADDITIONS TO AGENDA**

**VII. CONFIRMATION OF NEXT MEETING**

Monday, October 3, 2011  
IRMA Office  
1:30 p.m.

**VIII. ADJOURNMENT**

***To ensure a quorum, please contact Mary Henzler at [maryh@irmarisk.org](mailto:maryh@irmarisk.org) or  
Call her at (708) 236-6343,  
if you are not able to attend the meeting.***